

UNITED STATES GOVERNMENT

Memorandum

ZHC

Serial: COINS/001-70
DATE: 5 January 1970

TO : COINS Project Manager

FROM : Chairman, COINS User Training Panel

SUBJECT: Monthly Report

I. GENERAL

A. CUT PANEL MEETING - On 18 December the following persons met at CIA:



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The next meeting is scheduled for 1000 on 29 January at NSA.

B. RECOMMENDATION ON PANEL NAME - Most of the CUT Panel members have felt for some time that the panel's name does not accurately reflect its role, which is to motivate, train, inform and assist personnel in the use of files in the COINS Experiment, including the production of reference materials. Training is only one of the panel's responsibilities. We have decided that a more appropriate name would be "COINS User Support Panel," and recommend that you make this an official change.

C. RESPONSIBILITIES OF COINS FILE SPONSORS AND USERS - A draft COINS Operational Procedure on this subject has been distributed to CUT Panel members (and others) for comment. It is expected that a final version will be ready by the end of January.

D. FILE CHANGES - [redacted] has informed that DIA is considering removing the Missile Order of Battle file (MOBZH) and the Aircraft Order of Battle file (AOBZH), since most of the information in these files is also included in the installation files; that the Operational Targeting Analysis file (OPTAA) will be removed because of absence of new data since the bombing of North Vietnam was stopped; [redacted] added to the family of files on installations.

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II. TRAINING

A. USER FAMILIES- The situation remains essentially as described in my last report.

B. FILE SEMINARS

1. FPN - At the request of [REDACTED] another session on the FPN files will be held at DIA in mid-January. It is expected that more analysts will attend this time, and that they will represent offices concerned with all Soviet Armed Forces Order of Battle.

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2. [REDACTED] reports that DIA has scheduled installation of a terminal in the working area of [REDACTED] personnel in early January. Since these new users will be needing assistance, and since recent interest in COINS has also been expressed by NSA support analysts on Soviet [REDACTED], this appears to be an opportune time to schedule a seminar on [REDACTED] in COINS. We will make this a goal for late January or early February.

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III. USER AIDS

A. COFSA - [REDACTED] has informed that DIA is investigating the possibility of exempting COFSA from the 15,000 character output limit, and that the chances look good at this time. When this is done, it will ensure that the user can get a complete description of any file in COINS.

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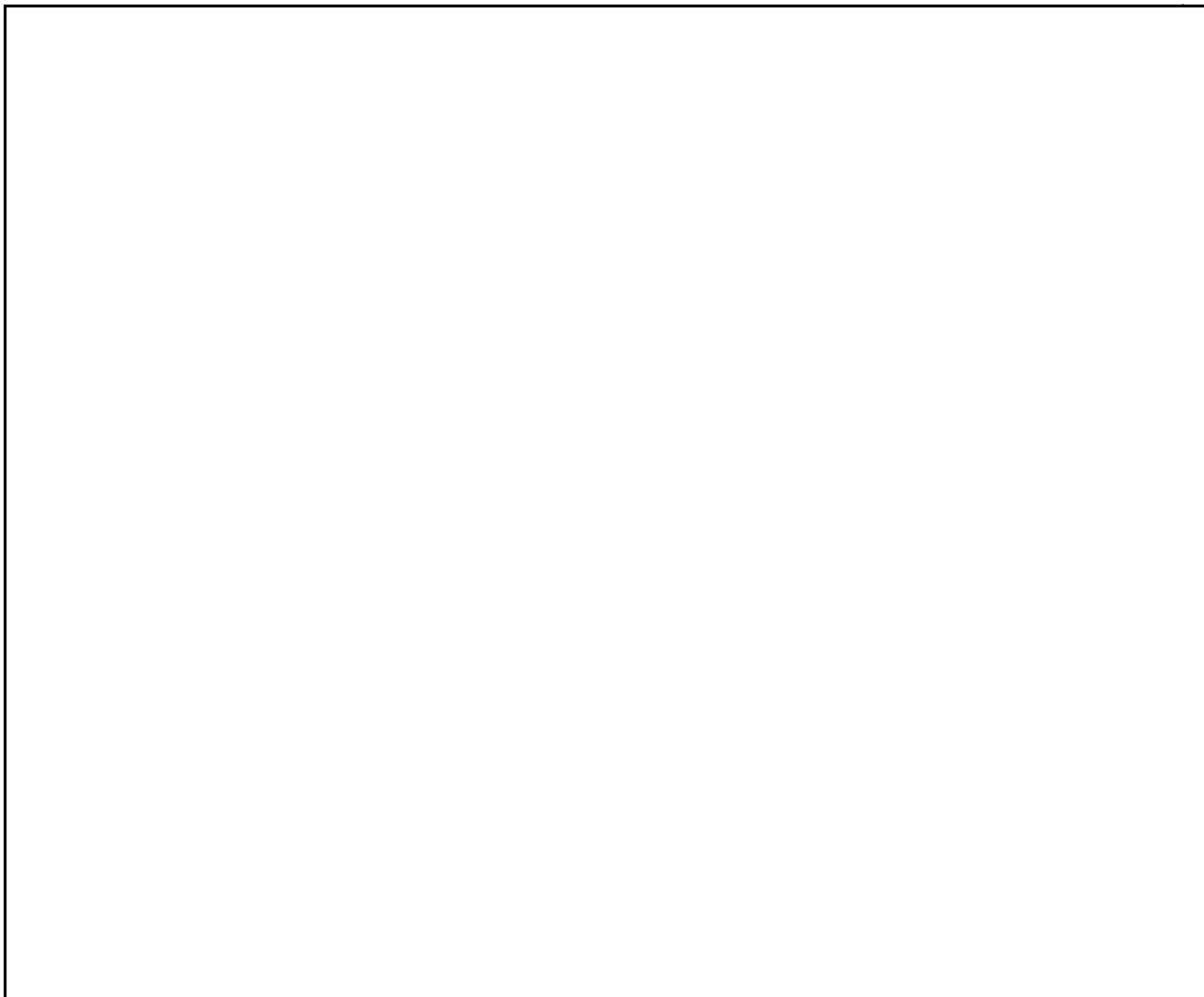
B. WORKBOOK - We have changed our approach on this project. Whereas we had planned to compile separate workbooks by agency, we now intend to produce one workbook designed for use at any of the participating organizations. It will contain a detailed description of an input message header/trailer and in-house receipt for each agency, and each sample input query will include only the "guts" of the message (which is the same, no matter where it is originated). The output display will include only that portion provided by the system answering the query. This approach will save considerable time, effort and resources. The first publication is projected for February or March 1970.

C. RETRIEVAL GUIDE - Heretofore retrieval guides to the different participating systems have been produced in individual/piecemeal fashion, with little or no comparison

between them being made for the user's benefit. I am presently compiling a combined retrieval guide which will present every available feature of a COINS query, step-by-step, and how each feature is handled by each participating system. The draft will be reviewed and verified by CUT Panel members before publication, which is expected in April 1970.

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IV. COINS DATA APPLICATIONS



Chairman, COINS User Training Panel

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